

2017 Fire Deputy Chief Promotional Exam Reading List

All revisions/changes cutoff date of 6/30/2016 will apply to all reading list sources.

***This reading list contains 7 pages refer to all pages to determine specific sections, chapters, or page numbers may be tested.**

Internal Sources		May be tested on the following phase(s):		
		Written Work Sample	Tactical Exercise	Oral Board
1.	Division of Fire Standard Operating Procedures*	X	X	X
2.	Disaster Plan 2015: All Sections Except Appendix H	X	X	X
3.	Division of Fire Systems Manual*	X		X
4.	IAFF Contract Effective 11/01/14 – 10/31/17: All Articles Except Charts A-F in Appendix G, Appendix A Side letters, Appendix B MOU, and Appendix C FORMS	X		X
5.	City of Columbus Central Work Rules	X		X
6.	Division of Fire Bulletins*	X	X	X
Internal sources used for this test administration are available in the Division of Fire's Target Solutions (sign in and access the sources on the Home tab, right-hand side, named "2016 Promotional Internal Source Materials.") The sources are also available on the network K:_FireNet Resources\Division Publications\2016 Promotional Materials.				
External Sources		May be tested on the following phase(s):		
		Written Work Sample	Tactical Exercise	Oral Board
1.	<u>Firefighting Operations in High-Rise and Standpipe-Equipped Buildings:</u> Exclude: Chapter 1, 8, 9, 10, & 18 and p 241-241 David M. McGrail; PennWell Corporation (2007) ISBN-13: 978-1593700546 www.amazon.com and www.barnesandnoble.com		X	
2.	<u>Fire Department Incident Safety Officer 3rd Edition</u> Exclude: Chapter 13 David Dodson; Jones & Bartlett Learning (2016) ISBN-13: 978-1284041958 www.amazon.com and www.barnesandnoble.com		X	
3.	External reading source(s) may be added to the reading list. If added, the announcement will be made by September 6, 2016. (selected articles as provided at www.columbus.gov/civilservice)	X		X
IMPORTANT: 1) When ordering books, be sure to utilize the ISBN number. 2) Electronic versions of books will not be allowed during appeals.				

Selected Division of Fire Bulletins for 2016 Fire Deputy Chief Reading List

15-033	Administration	Re-Structure of the TEMS Program
15-040	Fire Alarm Office	Fire Company Move Up
15-041	Administration	Civilian Employee of the Year - Fire Chief's Award
15-058	Fire Alarm Office	Service Run and Move Up Tones
15-062	Administration	PR-8e Revision
15-063	Administration	Division of Fire Awards Program
15-066	Administration	Firefighters 4 Kids Toy Program 2015
15-067	Fire Prevention Procedures	Company Level Vacant Property Inspections
15-069	Administration	EMS Refresher Sessions 2016
15-072	Safety	Incident Exposure Record
15-30	Administration	Peak Demand Medic Staffing Changes
16-005	Administration	Final Paycheck
16-007	Administration	Retirement Identification Card
16-010	EMS	Paramedic procedures by non 6% paramedics
16-019	Administration	CCR (Community Crisis Response)

Selected Standard Operating Procedures for 2016 Fire Deputy Chief Reading List

01-01-01	Driving
01-01-02	Backing of Division Vehicles
01-01-06	Rescue Support Units
01-02-01	Radio Procedures
01-02-02	Fireground Communications
01-02-03	On-Scene Radio Report
01-02-04	Urgent/Mayday Communications
01-02-05	Emergency Assistance
01-03-01	ICS Purpose and Background
01-03-02	Chain of Command
01-03-03	Command Responsibilities
01-03-04	Establishing Command
01-03-05	Transfer of Command
01-03-06	Scene Designations
01-03-07	Divisions and Groups
01-03-08	Branches of ICS
01-03-09	Command Staff Positions
01-03-10	General Staff Positions
01-03-11	Operations
01-03-12	Planning
01-03-13	Logistics
01-03-14	Finance
01-03-17	360 Size-up
01-03-18	Size-Up Factors
01-03-19	Incident Priorities
01-03-20	Rescue Factors
01-03-21	All Clear
01-03-22	Fire Control Strategy Factors
01-03-23	Offensive Operations
01-03-24	Defensive Operations
01-03-25	Property Conservation
01-03-26	Fire Stream Management
01-03-27	Ventilation Factors
01-03-28	Forcible Entry
01-03-29	Additional Resources
01-03-30	Code One
01-04-01	PPE Use

Selected Standard Operating Procedures for 2016 Fire Deputy Chief Reading List-continued

01-04-02	Respiratory Protection Requirements
01-04-03	SCBA Removal
01-04-04	SCBA Inspection and Care
01-04-05	P-100 Air-Purifying Respirator (APR)
01-04-06	PPE at Water Rescues
01-04-07	Protective Clothing Care and Maintenance
01-04-08	Air Management for SCBA use
01-04-09	PASS Personal Alert Safety System
01-05-02	Structural Damage
01-05-03	Hydrant Flowing Response
01-05-04	Red Cross Service Request
01-06-01	Incidents Reports
01-06-02	Firehouse Software Support
01-06-03	Exposure Fires
01-06-04	Mutual Aid
02-01-01	Accountability
02-01-02	PASS Personal Alert Safety System
02-01-03	RIT - Rapid Intervention Team
02-01-04	Emergency Evacuation
02-01-08	Rehab Functions
02-02-01	Staging Levels
02-02-03	Fire Response Assignment
02-02-04	Fire Alarm Assignments
02-02-05	Staging Level II
02-02-06	Staging Area Manager
02-03-01	Residence Fires - Single / Double
02-03-02	Transitional Fire Attack
02-03-03	Basement Fires
02-03-04	High-Rise Response
02-03-04.01	High-Rise Command Functions
02-03-04.02	High-Rise Fire Attack Group
02-03-04.03	High-Rise Lobby Control/ Systems Group
02-03-04.04	High-Rise Upper Search and Evacuation (USE) Group
02-03-04.05	High-Rise Resource Group
02-03-04.06	High-Rise Stairwell Support Group
02-03-04.07	High-Rise Ventilation Group
02-03-04.08	High-Rise Rehab Group
02-03-04.09	High-Rise Medical Group

Selected Standard Operating Procedures for 2016 Fire Deputy Chief Reading List-continued

02-03-05	ALS Response
02-03-06	BLS Response
02-03-07	Boat Runs
02-03-08	Bomb Squad Response
02-03-09	Carbon Monoxide Alarms
02-03-10	Dumpster Fires
02-03-11	Elevator Use During Fires
02-03-12	Fuel Spills – Small HazMat Spills
02-03-13	Gas Leak Response
03-01-10	Post Blast Investigation
03-01-11	Bomb Squad Response Request
03-02-01	CFD BioWatch Responsibilities
03-02-02	CFD Threat Level Staging
03-03-02	HazMat Action Plan
03-03-03	HazMat Staffing
03-03-04	HazMat - EMS at HazMat Incidents
03-03-05	Radiation Monitor
03-03-06	BDS Response at 2323 Citygate Dr.
03-03-07	HazMat Mutual Aid Response
03-03-09	Radiological Emergency
03-04-01	Police and Fire Ranks
03-04-02	Police and Fire Joint Operational Incidents
03-04-03	Police and Fire Roles at Disaster Scenes
03-04-04	Police and Fire Radio Talkgroup
03-05-01	Rescue Technician Status
03-06-01	Task Force Operations
03-07-03	Fire Investigator Law Enforcement Authority
03-08-01	Dive and Rescue Team (DART) Standards and Certifications
03-08-04	Dive Supervisor Responsibilities
03-08-05	Dive Responses
03-08-07	Special Diving Operations
04-01-03	Product Evaluation and Field Test
04-01-04	Staff Cell Phones and Pagers
04-01-05	Installation of the McGard Hydrant Lock
04-01-06	Water Web Procedures
04-03-01	Family Crisis Notification
04-03-02	Death or Serious Injury of Employee

Selected Standard Operating Procedures for 2016 Fire Deputy Chief Reading List-continued

04-03-03	Critical Incident Stress Management Team
04-03-04	Critical Incident Identification and Management
04-03-05	Discipline Hearing – Serving Papers
04-03-06	Driver's License Suspension
04-03-08	Hot / Cold Weather Emergencies
04-03-12	Funeral Procedures
04-03-13.00	Utilization of City E-mail
04-03-14	Separation from Service
04-03-16	Subpoena/Summons Procedures
04-04-01	Infant Safe Haven
04-04-02	CFD Rider Policy
04-05-01	WebStaff
04-05-02	TeleStaff Calendar
04-05-03	TeleStaff Log in
04-05-06	TeleStaff / Trades
04-06-01	Bed Bug Procedures
05-02-01	"Significant" Training
06-02-04	Foam Trailer
07-00-13	General Transport Policy
07-00-16	EMS Incidents on Highways
07-00-17	ALS Response
07-00-18	BLS Responsibilities
07-00-19	Maj. Med. Incident Com. Responsibilities
07-00-20	Maj. Med. Com. Responsibilities
07-00-21	Extrication Group Responsibilities
07-00-22	Triage Functions
07-00-23	Treatment Group Responsibilities
07-00-24	Transportation Group Responsibilities
07-00-26	Emergency Patient Transport Plan
07-00-34	Surgical Emergency Response Team (SERT)
07-00-37	Uses and Disclosure of Protected Health Information (PHI)
07-05-02	EMS Response to WMD
08-05-01	Emergency Smoke Alarm Box
08-05-02	Emergency Services Smoke Alarm Installation
08-05-03	Multiple Agency Smoke Alarm Drives

The entire Systems Manual is appropriate for testing with the exception of the following sections:

EXCLUDED FROM 2017 DEPUTY CHIEF EXAM (SYSTEM'S MANUAL)

402.00 All	Station Captains
412.00 All	Fire Station Communications
602.00 All	Hose and Equipment Identification
604.00 All	Apparatus
606.00 All	Supplementary Apparatus
608.00 All	Tools and Equipment
610.00 All	Power Tools and Equipment
612.00 All	Boats, Motors and Equipment
614.00 All	Fire Hose
616.00 All	Salvage Covers
618.00 All	Ropes
730.00 All	Subpoena
732.00 All	Tuition Reimbursement
736.00	Retention Schedule Tables only (PSF-01 through PSF-97)
738.00 All	Fire Division Forms List
740.00 All	Forms / Records Retention
820.00 All	Specimen Collection / Testing for Drugs